

6. REINSTATE.....2
6.1 REINSTATE VENDOR AND VENDOR STAMP DIALOG.....2

6. Reinstatement

6.1 Reinstatement Vendor and Vendor Stamp dialog

Once a Vendor is put on Probation, the only way to take them off is to reinstate them. Depending on the way the dialog is invoked, the controls will be different. The OK and Cancel buttons appear in Add mode; the Close button appears in View mode. The Reinstatement Vendor and Vendor Stamp dialog is invoked in response to the following user actions:

- Selection of the Reinstatement follow-up activity on the Follow-up Activities dialog as described in [Chapter 04 - Vendor Folder](#).
- Selection of the Details button on the Event Log tab of the Vendor Folder when a Reinstatement follow-up activity is selected as described in [Chapter 04 - Vendor Folder](#).

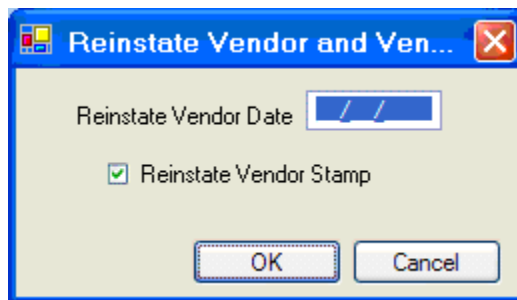


Figure 1 - Reinstatement Vendor and Vendor Stamp Dialog (Add mode)

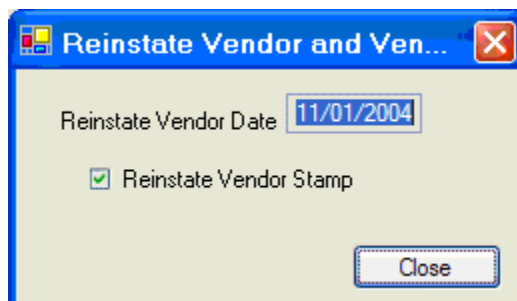


Figure 2 - Reinstatement Vendor and Vendor Stamp Dialog (View mode)

6.1.1 Controls

This section describes the behavior of the controls on the Reinstatement Vendor and Vendor Stamp dialog.

6.1.1.1 Reinstatement Vendor Date Masked Edit Box

This control allows the user to enter the reinstatement vendor date for the Vendor. The control will be enabled when the dialog is active in add mode. The masked edit box accepts entry of numeric digits. The mask on the box will be “99/99/9999” to accept a date with a four-digit year. The control will be disabled in view mode and will display the previously saved value.

6.1.1.2 Reinstatement Vendor Stamp Check Box

This control allows the user to reinstate the Vendor Stamp. It will be enabled with the Reinstatement Vendor and Vendor Stamp dialog is active in add mode. It will be disabled with the dialog is in view mode. It will default to checked.

6.1.1.3 OK Button

This control allows the user to instruct the system to save the reinstatement information and exit the dialog. The OK button will be enabled when the Reinstatement Vendor and Vendor Stamp dialog is active in “Add” mode. It does not have a mnemonic. When working in “add” mode, this control will be the default button for the dialog. Characteristics for the OK button are defined in *Consistencies*.

6.1.1.4 Cancel Button

This control allows the user to exit the Reinstatement Vendor and Vendor Stamp dialog without saving the reinstatement information. The Cancel button will be enabled when the Reinstatement Vendor and Vendor Stamp dialog is active in “add” mode. It does not have a mnemonic. When working in “add” mode, this control will be the cancel button for the dialog. Characteristics for the Cancel button are defined in *Consistencies*.

6.1.1.5 Close Button

This control allows the user to exit the Reinstatement Vendor and Vendor Stamp dialog without saving the Reinstatement information. The Close button will be enabled when the Reinstatement Vendor and Vendor Stamp dialog is active in “view” mode. It does not have a mnemonic. When working in “view” mode, this control will be the default and cancel button for the dialog. Characteristics for the Close button are defined in *Consistencies*.

6.1.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Reinstatement Vendor and Vendor Stamp dialog.

6.1.2.1 Initializing the Interface

Upon the initial display of the dialog:

- The title bar text will be set to “Reinstate Vendor and Vendor Stamp”
- In add mode the Reinstate Vendor Date will default to blank.
- In add mode the Reinstate Vendor Stamp check box will be initially checked.
- In View mode the Reinstate Date will display previously saved values as defined in the Data Map for this dialog
- In Add mode the OK and Cancel buttons are visible. The Close button is not visible.
- In View mode the Close button is visible. The OK and Cancel buttons are not visible

6.1.2.2 Edits

Upon selection of the OK button:

- If an entry has not been made in the Reinstate Vendor Date masked edit box, the system will display a message with the test, “An entry is required for the {control label}.
- If an invalid date is entered in the Reinstate Vendor Date masked edit box, the system will display a message with the test, “Invalid date entered.”

6.1.2.3 Saving the Data

Upon successful completion of the above listed edits:

- The system will save the reinstate information as defined in the data map below.
- A Reinstate Vendor and Vendor Stamp follow up activity will be added to the Event Log of the Vendor, and the Vendor Events tree view on the Event Log tab of the Vendor Folder will be refreshed.
- The Reinstate.UpdateRecord flag will be set to ‘N’.
- Since a future date is allowed in the Reinstate Vendor Date masked edit box, the reinstatement of the Vendor and Vendor Stamp will be processed for all vendors with a Reinstate.UpdateRecord flag set to ‘N’ during the End of Day processing. Refer to Application [Chapter 03 – End of Day](#). .

6.1.2.4 Cancel

Upon selection of the Cancel button:

- The system will dismiss the Reinstate Vendor and Vendor Stamp dialog without saving any information and will return the user to the Event Log tab of the Vendor Folder dialog.

6.1.2.5 Close

Upon selection of the Close button:

- The system will dismiss the Reinstate Vendor and Vendor Stamp dialog and will return the user to the Event Log tab of the Vendor Folder dialog.

6.1.2.6 Data Map

Control Label	Entity	Attribute	Business Rule Applicable
Reinstate Vendor Date	Reinstate	ReinstateDate	